

**TOWN OF LEESBURG**

Town Hall  
25 West Market Street

**AGENDA**

Town Council Meeting

November 14, 2017

7:00 p.m.

Council Chambers

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1. CALL TO ORDER
2. INVOCATION: Council Member Dunn
3. SALUTE TO THE FLAG: Council Member Maddox
4. ROLL CALL
5. MINUTES (*Tab 06*)
  - a. Work Session Meeting Minutes of October 23, 2017
  - b. Regular Session Meeting Minutes of October 24, 2017
6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
7. CERTIFICATE OF APPRECIATION/ RECOGNITION
  - a. None.
8. PROCLAMATIONS (*Tab 07*)
  - a. Proclamation: National American Indian Heritage Month (Don Chapman)
  - b. Proclamation: Small Business Saturday (Iris Kotmel, CycleLuv/Debbie & Steve Hancotte, MELT)
  - c. Proclamation: Diabetes Awareness Month (Brandy Moineau/Krissy Moineau)
  - d. Proclamation: Mary Tett, Loudoun Free Clinic Volunteer (Tett Family)
9. PRESENTATION
  - a. Mason Enterprise Center Update (Susan Hensen)
10. PETITIONERS
11. APPROVAL OF THE CONSENT AGENDA
  - a. License Agreement between the Town of Leesburg and Northern Virginia Electric Cooperative (NOVEC) (*Tab 08*)

**RESOLUTION**

Authorizing the Town Manager to Execute a License Agreement between the Town of Leesburg and Northern Virginia Electric Cooperative (NOVEC) for Telecommunications Facilities in the Town's Right-of-way

- b. Snow Removal Services Contract (Tab 09)

**RESOLUTION**

Awarding the Fiscal Year 2018 Snow Removal Services Contract to Flores Trucking Inc. in the Amount of \$12,600 for 24 Hours

- c. Sycolin Road Widening Phase IV Project (Tab 10)

**RESOLUTION**

Awarding a Contract for the Purchase of Nutrient Credits for Sycolin Road Widening Phase IV Project to CBAY – VA, LLC in the amount of \$133,558.30

- d. Performance Guarantee for Public Improvements at Village at Leesburg, Landbay C – (TLCD-2014-0001) (Tab 11)

**RESOLUTION**

Making a Reduction of the Performance Guarantee for Public Improvements at Village at Leesburg, Landbay C (TLCD-2014-0001)

- e. Assignment of Contract from Con-Serv Industries, Inc., (CSI) to EnviroSolutions Dulles, LLC. (ESI) (Tab 12)

**RESOLUTION**

Assignment of the Solid Waste Contract for Trash and Recycling from Con-Serv Industries, Inc. to EnviroSolutions Dulles, LLC

- f. License Agreement with Lumos Networks, Inc. (Tab 13)

**RESOLUTION**

Authorizing the Town Manager to Execute a License Agreement between the Town of Leesburg and Lumos Networks, Inc., for Telecommunications Facilities in the Town's Right-of-way

- g. Appointing Hugh Forsythe to the Airport Commission (Tab 14)

**RESOLUTION**

Appointing Hugh Forsythe to the Airport Commission

- h. Legislative Agenda 2018 (Tab 03)

**RESOLUTION**

Adoption of the Legislative Agenda and Positions Statement for the 2018 Virginia General Assembly Legislative Session

12. RESOLUTION

- a. Initiating Town Code Amendments for Solicitors, Canvassers, Solicitors and Peddlers including Solicitation in Highways (Tab 15)

**RESOLUTION**

Initiating Town Code Amendments Relating to Canvassers, Solicitors, Peddlers and Solicitation on Highways

13. PUBLIC HEARINGS

- a. Elimination of Town Vehicle Decal (Tab 16)

**ORDINANCE**

Amending

Chapter 32 (Traffic and Vehicles); Article III (Vehicle Licenses); Sections 32-84 (Amount of Fee; where Fee Paid and Permanent Decal Purchased); 32-86 (Payment of Personal Property Taxes Prerequisite to Obtaining a Permanent Decal); 32-87 (Duration); 32-88 (Display of Permanent Decal Required for Operation of Motor Vehicle); 32-90 (Issuance of Permanent Decal); 32-91 (Replacement of Lost, etc., Decals); 32-92 (License Not Transferable; Issuance of License for Replacement Vehicle); 32-93 (Exemptions); 32-94 (Penalty)

Chapter 32 (Traffic and Vehicles); Article V (Stopping, Standing and Parking); Division 4 (Permit Parking Zones); Section 32-244 (Permit Fee; Issuance of Permit)

Appendix B – Fee Schedule

- b. Dulles Greenway Extension (Tab 17)

**RESOLUTION**

Adopting Town Plan Amendment TLTA-2016-0003 to Revise the Town Plan Roadway Network Policy Map to Remove a Section of Roadway Referred to as the Dulles Greenway Extension

- c. Mobile Food Units (Tab 18)

**ORDINANCE**

Amending Zoning Ordinance Article 9 Establishing Mobile Food Units as a Temporary Use on Public Rights-of-way in the I-1 and PEC Zoning Districts, and on Private Property in the B-1, B-2, B-3, B-4, I-1 and PEC Zoning Districts

Amending Chapter 32 (Traffic and Vehicles); Article V (Stopping, Standing and Parking); Division 1 (Generally); Section 32-142 (Prohibited for Certain Purposes) of the Town Code

14. UNFINISHED BUSINESS
  - a. None.
15. NEW BUSINESS
  - a. None.
16. COUNCIL COMMENTS
17. MAYOR'S COMMENTS
18. MANAGER'S COMMENTS
19. CLOSED SESSION
  - a. None.
20. ADJOURNMENT

ASSISTED LISTENING SYSTEM

Is available at the meeting. If you require any type of reasonable accommodation, as a result of a physical, sensory, or mental disability, to participate in this meeting, please contact the Clerk of Council at 703-771-2733. Three day's notice is requested. Thank you.

## **REGULARLY SCHEDULED COUNCIL MEETINGS**

Citizens are invited to attend and participate in Town Council meetings. The petitioner's portion of the meeting and scheduled public hearings offer the public two opportunities to present their views to the Council during its meeting.

### **Petitioners**

The petitioners' portion of the Council agenda is the first item taken up by the Council following proclamations and certificates of appreciation. This part of the meeting affords individuals the opportunity to address the Council on any matter not scheduled for a public hearing. Prior to the meeting, those citizens wishing to speak should sign the Clerk's Register on the podium at the front of the Chambers. The Mayor will announce the availability of the sign-up sheet at the beginning of all regular meetings. Petitioners' presentations should be limited to five minutes.

### **Public Hearings**

Certain items of Town business can only be conducted after the Town Council conducts an advertised public hearing. Certain major issues affecting the town's government can also be scheduled for public hearing at the option of the Council. Adoption of the town budget, rezonings, special exceptions and amendments to the Town's subdivision and zoning ordinances all require a public hearing.

### **Decorum**

A person addressing the Council as a petitioner, or during a public hearing, should advance to the podium when recognized by the Mayor and state his or her name and address. Persons should also indicate whether they are representing anyone other than themselves. After the presentation or comments, the Mayor or members of Council may have questions of the petitioner. Decorum will be maintained. Statements, which are demeaning or defamatory to members of the public, the staff or the Council, are inappropriate and out of order.

## **OTHER COUNCIL MEETINGS**

### **Work Sessions/Committee of the Whole**

Council may elect to place an item on the Tuesday night meeting agenda for action. Items will only be added to the agenda if agreed to by a majority of Council present.

### **Closed Sessions**

Under certain circumstances, the Virginia Freedom of Information Act permits the Town Council to meet in a session where the public is excluded. This may be a discussion of personnel matters, legal matters, the acquisition or sale of property and other selected topics. The Council can only go into closed session from a public session and the notice must cite the specific statutory authority to go into closed session and also indicate the general topic to be discussed. Only those matters in the adopted motion to go into closed session can be discussed at that time.

## **TOWN COUNCIL AGENDA MATERIALS**

Generally, all items on the regular Council agenda have been first considered at the Council Committee of the Whole. Individual council members, however, can request full Council action on an item considered, but not reported out of committee.

Materials previously distributed to the Council on Thursday are available to citizens on request from the Clerk's Office. Citizens may also provide the Clerk of Council with an e-mail address or self-addressed, stamped envelopes and Council agendas will be provided to the citizens without further charge. For more information, call the Clerk's Office at (703) 771-2733 during normal business hours or e-mail at [clerk@leesburgva.gov](mailto:clerk@leesburgva.gov).

Meeting agenda packets are available for public inspection in the lobby of Town Hall on Thursdays prior to the scheduled meeting. Council agendas can also be viewed on the town's World Wide Web site at <http://www.leesburgva.gov>.